

PARAMOUNT BANK

Enabling You Reach Your Peak

The Manager
Paramount Universal Bank Limited
Sound Plaza, Woodvale Grove, Westlands
P.O. Box 14001 00800, Nairobi Kenya, Tel 4449266/7/8, Fax 4449265
Email: info@paramountbank.co.ke

Date: _____

Dear Sir,

I/we wish to apply for credit facilities and give full information about my/our Business position for your kind consideration.

CREDIT FACILITY TYPE

Overdraft
 Loan/Term loan
 Bill Disc/Others.

NAME: (Applicant) _____

DETAILS OF PASSPORT: _____ ID CARD: _____ PIN NO: _____

LOCATION OF BUSINESS: _____

P.O. Box No. _____ PHYSICAL ADDRESS: _____

TELEX No. _____ FAX No. _____

DATE OF ESTABLISHMENT: _____ BRANCHES: _____

OFFICE TEL No. _____ RES.TEL.NO. _____

CONSTITUTION: _____ PROPRIETOR/PARTNERSHIP/LIMITED COMPANY

(Please attach certified copy of appropriate evidence of Official Registration)

IMP/EXP Registration (if any) _____

TICK APPROPRIATE BOXES:

Private Ltd. Co.
 Partnership
 Proprietor

NAMES OF DIRECTORS/SHAREHOLDERS/ PARTNERS/PROPRIETORS	ADDRESS	PHONE	NATIONALITY	%SHARE IN BUSINESS

Nature of Business _____

FOR LIMITED COMPANIES

(To be filled by Limited Companies)

- i. BORROWING POWERS OF THE COMPANY;
- ii. BORROWING POWERS OF THE DIRECTOR;
- iii. DETAILS OF CHARGES REGISTERED WITH REGISTRAR OF COMPANIES
(State if None)
- iv. COPIES OF AUDITED/UNAUDITED BALANCE SHEETS FOR THE LAST THREE YEARS ATTACHED
- v. LIST OF RECENT SHAREHOLDER'S, WITH DETAILS OF SHAREHOLDING;
- vi. AUTHORISED SHARE CAPITAL AND PAID-UP CAPITAL OF THE COMPANY

(If individual)

NAME AND ADDRESS OF THE EMPLOYER: _____

INVESTMENTS: _____

PARTICULARS OF ASSETS: _____

AVERAGE MONTHLY TURNOVER: _____

(In Thousands Only)

INVESTMENT IN BUSINESS

PLEASE GIVE FULL DETAILS OF YOUR FACILITIES EXISTING WITH OTHER BANKS/FINANCIAL INSTITUTION:
TO PROVIDE WITH STATEMENT OF ACCOUNTS FOR LAST 1 YEAR-IF FACILITY EXISTS.

NAMES OF BANK / FINANCIAL INST.	BRANCH	ADDRESS	PHONE	NATURE OF FACILITY	SECURITY	O/STDG	AMOUNT

OTHER ASSETS/REAL ESTATES E.T.C.

DESCRIPTION	LOCATION	VALUE	DATE OF LAST VALUATION	WHETHER ALREADY CHARGED

ALLIED FIRMS/COMPANIES

NAME & ADDRESS	BANKERS/BRANCH

BUSINESS TURNOVER (For the last 3 years)

1. Local Trade			
2. Foreign Trade			
3. Total Trade			
4. No. of Employees			
5. Annual Profit			

AMOUNT OF LOAN/FACILITIES AND PERIOD WITH PARAMOUNT UNIVERSAL BANK KSHS _____

FOR _____ MONTHS _____

PURPOSE OF BORROWING _____

SCHEDULE AND MODE OF PAYMENT _____

REFERENCE _____

GUARANTOR(S)

NAME	ADDRESS	I.D. CARD/NATURE OF BUSINESS	PHONE

Guarantor to provide the Bank with background information

I/We hereby declare that whatever stated above is true and correct.

REFERENCE

NAME	ADDRESS	PHONE NO.

FACILITY/IES REQUIRED

NATURE OF FACILITY	AMOUNT	PERIOD

SECURITIES OFFERED

TYPES OF SECURITY(Give Details)	VALUE

PURPOSE OF WHICH FACILITIES REQUIRED:

THE FOLLOWING DOCUMENTS TO BE ATTACHED WITH THIS APPLICATION (TICK WHEREVER APPLICABLE)

LIMITED COMPANIES APPLICATION

- 1. Certified Copy of M/A & Certificate of Incorporation
- 2. Last 3 Years Balance Sheet
- 3. Latest Management Accounts
- 4. Cash Flow Reflecting Repayments
- 5. Feasibility Report of The Project
- 6. Copies of Title Deed And Site Plan
- 7. Valuation Report
- 8. Bank Statement For Six Months
- 9. Copy of Trade License
- 10. Copy of ID Card/Passport of Directors
- 11. 2 Passport Size Photographs of Each Director and Guarantor
- 12. Insurance Policy
- 13. Map/Location-Physical Address
- 14. Road License
- 15. Log Book(s)
- 16. Blank Transfer Forms (3 Per Vehicle)
- 17. Copy of Pin Certificate
- 18. Duplicate Key(s)
- 19. Invoice/Sale Agreement
- 20. Other Security Documents

FOR PARTNERSHIP/INDIVIDUAL'S

- 1. Copy of ID Card /Passport of Borrower/Guarantor
- 2. Copy of Entry Permit
- 3. Copy of Trade License
- 4. Copy of Business Registration
- 5. Last 3 Years Balance Sheets
- 6. Cash Flow
- 7. Copies of Title Deeds
- 8. Valuation Report
- 9. 2 Passport Size Photographs of Borrower And Guarantor
- 10. Invoice/Sale Agreement
- 11. Insurance Policy
- 12. Copy of ID Card/Passport of Directors
- 13. Map/Location-Physical Location
- 14. Road License(s)
- 15. Log Book(s)
- 16. Blank Transfer Forms(3 Per Mv)
- 17. Copy of Pin Certificate
- 18. Duplicate Key(s)
- 19. Other Security Documents
- 20. 12 Months Bank Statements (Latest)

REPAYMENT

I/We hereby declare that particulars stated above are true and correct to the best of my/our knowledge

SIGNATURE OF APPLICANT(S) _____